

**MINUTES
OF THE MEETING OF THE
CITY OF BENBROOK
PLANNING AND ZONING COMMISSION
REGULAR MEETING
THURSDAY, JANUARY 14, 2016**

The regular meeting of the Planning and Zoning Commission of the City of Benbrook was held on Thursday, January 14, 2016, at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following members present:

Alfredo Valverde
Tom Casey
Matthew Wallis
David Ramsey
Jon Craver
John Dawson
Jonathan Russell
Anthony Harris – Commission Appointee

Also present:

David Gattis, Deputy City Manager
Bennett Howell, Public Services Director
Ed Gallagher, Planning Director
Johnna Matthews, City Planner
Sue Clark, Recording Secretary
Athena Seaton, Planning Intern

I. CALL TO ORDER

Chairman Valverde called the meeting to order at 7:30 p.m.

II. CONSIDERATION OF MINUTES

Regular Meeting, December 10, 2015

Motion by Mr. Casey to approve the minutes of the December 10, 2015 Planning and Zoning Commission meeting as written. Second by Mr. Ramsey. The Chair called the question.

Vote on the motion:

Ayes: Mr. Valverde, Mr. Casey, Mr. Ramsey, Mr. Dawson, Mr. Russell, and Mr. Wallis

Noes: None

Abstain: Mr. Craver

Motion carried: 6 – 0 – 1

III. OATH OF OFFICE

The oath of office was administered to David Ramsey, Place 1, Alfredo Valverde, Place 3, Jonathan Russell, Place 5, Thomas Casey, Place 7, and Anthony Harris, Place 9 by Sue Clark, Notary.

IV. SELECTION OF CHAIR AND VICE CHAIR

Motion by Mr. Wallis that Alfredo Valverde be elected chair. Second by Mr. Ramsey. No other nominations were made. The Chair called the question.

Vote on the motion:

Ayes: Mr. Valverde, Mr. Casey, Mr. Ramsey, Mr. Dawson, Mr. Russell, Mr. Wallis, Mr. Craver, and Mr. Harris

Noes: None

Motion carried: 8 – 0

Motion by Mr. Casey that John Dawson be elected vice chair. Second by Mr. Craver. There were no other nominations. The Chair called the question.

Vote on the motion:

Ayes: Mr. Valverde, Mr. Casey, Mr. Ramsey, Mr. Dawson, Mr. Russell, Mr. Wallis, Mr. Craver, and Mr. Harris

Noes: None

Motion carried: 8 – 0

V. REPORTS OF CITY STAFF

A. COMPREHENSIVE PLAN

CP-16-01 Consider Update of Section 17, Capital Improvements Program, of the Comprehensive Plan - PUBLIC HEARING

The Chair introduced the item and asked for a report from staff.

Bennett Howell said the updates and the revisions to the Comprehensive Plan are presented each year to the Planning and Zoning Commission and the City Council for review and approval. They include financial information, project costs in 2015 dollars, and update to the Appendix Tables that include street inventory.

Mr. Howell said the following drainage projects have been scheduled for:

- ❖ Fiscal Year: 2015 – 2016
 - Sundown Drive
 - Plantation West Creek Erosion

- ❖ Fiscal Year: 2016 – 2017
 - Chapin Road Cross Culvert and Channel
 - Van Deman Drive
- ❖ Fiscal Year: 2017 – 2018
 - Timberline Erosion

Under Streets and Thoroughfares, the extensions of Benbrook Parkway and Winbrook Drive on the north side of Interstate-20 have been completed so that area is ready for development. Another project that was completed is the extension of the alley system between Usher Street and Benbrook Boulevard.

The drainage facilities for Plantation East Creek at Spring Branch were also completed in Fiscal Year 2015-2016.

Mr. Howell said the Benbrook Boulevard/US Highway 377 project is ongoing and the Phase I section, or middle section, should be finalized in January 2016. He said that Phases II and III should be starting in mid-February.

Staff recommends that the Planning and Zoning Commission recommend that the City Council adopt the revision of Section 17 – Capital Improvements as part of the Comprehensive Plan.

The Chair asked for any comments or questions from the Commission. There being none, the Chair opened the public hearing at 7:43 p.m. and asked if anyone wished to speak for or against the item. There being none, the Chair closed the public hearing at 7:44 p.m. and asked for any comments, questions, or a motion from the Commission.

Motion by Mr. Wallis that the Planning and Zoning Commission recommend that the City Council adopt the revision of Section 17 – Capital Improvements as part of the Comprehensive Plan. Second by Mr. Craver. The chair called the question.

Vote on the motion:

Ayes: Mr. Valverde, Mr. Casey, Mr. Ramsey, Mr. Dawson, Mr. Russell, Mr. Craver, and Mr. Wallis

Noes: None

Abstain: Mr. Harris

Motion carried: 7 – 0 – 1

VI. PRESENTATIONS BY PLANNING AND ZONING COMMISSION MEMBERS

None

VII. CITIZEN PRESENTATION

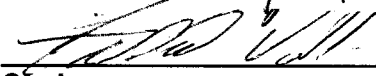
None

Reviewed/corrected 6/21/2016 ASeaton

VIII. ADJOURNMENT

There being no further business on the agenda, the Chair adjourned the meeting at 7:45 p.m.

APPROVED *May 12,* 2016



Chair